

Glenn Safety, Health, and Environmental Board Charter

Objective

The Glenn Safety, Health, and Environmental Board (SHEB) serves as Glenn Research Center's (GRC) safety, health, and environmental policy and decisionmaking board. The Board is responsible for the overall direction of the Center's safety, health, and environmental program, providing top management leadership and oversight for the Center's ISO 14001 registered Environmental Management System (EMS) and Voluntary Protection Program (VPP) certified Safety and Health Management System (SHMS).

Charter

The SHEB:

1. Establishes safety, health, and environmental policies for the Center.
2. Establishes guidelines to determine, accept, and manage the risks of all operations at GRC to ensure a safe and healthful workplace for all employees, and to preserve and protect the environment.
3. Serves as an appeal board for unresolved safety, health, and environmental issues concerning GRC operations, reviewing, evaluating, and resolving disputes.
4. Ensures that information about existing or potential safety, health, and environmental problems be made available to all appropriate GRC employees and all levels of GRC management.
5. Establishes and reviews safety, health, and environmental objectives and targets.

Level of Empowerment

The SHEB has authority over all operations at GRC. The SHEB:

1. Approves GRC safety, health, and environmental policy.
2. Resolves disputes.
3. Establishes and reviews safety, health, and environmental objectives and targets.
4. Directs special projects or investigations as deemed necessary.

5. Stops and forbids any operation with an unmediated safety, health, and environmental concern until an appropriate review and determination can be made. Exercise of this authority requires immediate notification to the chairman of the SHEB. The SHEB has the authority to overrule any subordinate GRC safety, health, or environmental organization element except where the Federal, state, or local regulatory requirements are involved.

Products

The SHEB establishes Center safety, health, and environmental policy and direction for the Center. Measures of performance are established by the SHEB in the process of establishing the Center's EMS and SHMS objectives and targets. Center compliance with safety, health, and environmental policy and regulations is determined through internal and external audits.

The SHEB oversees and monitors the activities of the committees and panels comprising the GRC safety, health, and environmental organization to ensure that they are appropriately staffed and operating. The Board evaluates the Center's safety, health, and environmental accomplishments and progress at least annually, and identifies problems or other matters requiring attention.

Reportability

The SHEB reports to the Center Director. Minutes are published and circulated to the SHEB membership.

Membership

Chairman:

Director, Glenn Research Center

Executive Secretary:

Alternates annually between Chief, Environmental Management Office and
Chief, Glenn Safety Office

Members:

Director, Research and Technology Directorate
Director, Space Directorate
Director, Aeronautics Directorate
Director, Safety and Assurance Directorate
Director, Engineering and Technical Services Directorate
Director, External Programs Directorate
Chief Counsel
Chief, Office of Acquisition
President, AFGE
President, LESA

Advisor/Consultant:
Medical Director

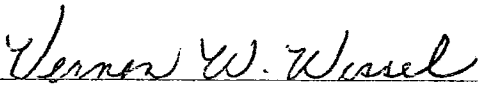
Operating Principles

The SHEB meets quarterly, or more often as required. Agenda, meeting minutes, and action items are maintained by the Secretary and distributed to the members prior to the next meeting. Decisions are made by consensus of the members present at the meeting. All appointments to the Board are permanent. No substitutes are allowed without prior coordination with the chair. All decisions made by the Board apply to GRC unless stated in the decision statement or policy.

Sunset Clause

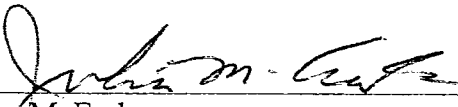
The work of the SHEB is ongoing in nature. This charter will be recertified every 3 years.

Sponsor/Owner Signature and Date:


Vernon W. Wessel
Director of Safety and Assurance

10/9/2003
Date

Approval Signature and Date:


Julian M. Earls
Director

10/10/03
Date